Metal and Engineering Checklists

1. Teacher qualifications

Teachers delivering and assessing the Metal and Engineering industry curriculum framework must meet the teacher qualifications requirements. Only teachers who have (i) completed the approved training program, (ii) commenced the approved training program, or (iii) been approved to deliver and assess on the basis of recognition of prior learning (RPL) may deliver this course. Teachers delivering and assessing this course must maintain industry currency.

List the names of teachers delivering Metal and Engineering in the current year and indicate their training status and maintenance of industry currency by placing a ✓ in the appropriate box.

Name of teacher	Approved Training Program		Approved to deliver/assess through RPL	Industry Currency
	Completed	In Progress		

School: .....

School Education Area: .....

Principal's Name: .....

Principal's Signature: ..... Date: .....

Metal and Engineering Checklist

2. Student work placement

Students have been fully informed of the:

☐ mandatory work placement hours required for this course

☐ purposes of the work placement, and the

☐ due dates for completion of the work placement.

The school has procedures in place for the class teachers, work placement coordinators and workplace supervisors to reach agreement on the:

☐ structure and timing of the work placements

☐ competencies to be addressed during work placements

☐ procedures to address the relevant occupational health and safety regulations.

The school has procedures in place to ensure that the:

☐ *Employer's Guide to Workplace Learning* [see Workplace Learning Handbook: Appendix 3] has been provided to the host employer prior to placement commencing

☐ *Student Placement Record* [see Workplace Learning Handbook, Appendix 2] is fully completed prior to placement (ie signed by the host employer, school principal or nominee, student and parent or care giver) and stored according to Departmental requirements following placement.

3. Student assessment

☐ An assessment program has been developed using appropriate assessment tasks to allow students to properly demonstrate achievement of units of competency and has been issued to all participating students

☐ Student achievement of units of competency is being progressively updated in Competency Registers

☐ Information on intended qualifications, units of competency to be delivered and units of competency outcome is being progressively entered into eBOS-VCS via Schools Online in accordance with the timeline advised by the Board of Studies.

School: .....

Region: .....

Principal's Name: .....

Principal's Signature:..... Date: .....

Metal and Engineering Checklist

4 Resources/equipment

Students must have sufficient access to the specified resources/equipment to enable them to acquire and demonstrate competency. Resources/equipment may be accessible either on-site (at school) or off-site (including the work placement).

On the following checklist/s, indicate whether students access the specified resources/equipment on-site, off-site or both.

Compulsory units

Unit of competency		Access ON SITE	Access OFF SITE
Compulsory units (120 and 240 indicative hours)			
N/A	Manufacturing, engineering and related services industries induction		
MEM09002B	Interpret technical drawing		
MEM12023A	Perform engineering measurements		
MEM12024A	Perform computations		
MEM13014A	Apply principles of occupational health and safety in the work environment [2]		
MEM14004A	Plan to undertake a routine task		
MEM15002A	Apply quality systems		
MEM15004A	Apply quality procedures		
MEM16007A	Work with others in a manufacturing, engineering or related environment		
MEM18001C	Use hand tools		
MEM18002B	Use power tools/hand held operations		
Elective units (120 and 240 indicative hours)			
MEM03001B	Perform manual production assembly		
MEM03003B	Perform sheet and plate assembly		
MEM04018B	Perform general woodworking machine operations		
MEM05003B	Perform soft soldering		
MEM05004C	Perform routine oxy acetylene welding		
MEM05005B	Carry out mechanical cutting		
MEM05006B	Perform brazing and/or silver soldering		
	(continued next page)		

[2] Learning experiences for the HSC for this unit of competency must be undertaken prior to work placement.

Unit of competency		Access ON SITE	Access OFF SITE
Elective units (120 and 240 indicative hours) / continued			
MEM05007C	Perform manual heating and thermal cutting		
MEM05012C	Perform routine manual metal arc welding		
MEM05050B	Perform routine gas metal arc welding		
MEM05051A	Select welding processes		
MEM05052A	Apply safe welding practices		
MEM07032B	Use workshop machines for basic operations		
MEM11011B	Undertake manual handling		
MEM12001B	Use comparison and basic measuring devices		
MEM16005A	Operate as a team member to conduct manufacturing, engineering or related activities		
MEM16006A	Organise and communicate information		
MEM16008A	Interact with computing technology		
MEM18055B	Dismantle, replace and assemble engineering components		

School: .....

Region: .....

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Principal's Signature:..... Date: .....

Specialisation study (60, 120 indicative hours) units

Unit of competency		Access ON SITE	Access OFF SITE
MEM05001B	Perform manual soldering/de-soldering – electrical/electronic components		
MEM07005B	Perform general machining		
MEM09003B	Prepare basic engineering drawing		
MEM15001B	Perform basic statistical quality control		
MEM15003B	Use improvement processes in team activities		

School: .....

Region: .....

Principal's Name: .....

Principal's Signature:..... Date: .....